

Ergo Tools and Monitor Arms

Price Guide — U.S.

Prices effective October 2012 (Revision 7)





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Federal Supply Service Authorized Federal Supply Schedule Price List

Online access to contract ordering information, terms and conditions, up to date pricing, and the option to create an electronic delivery order are available through GSA Advantage, a menu driven database system. The internet address for GSA Advantage is http://www.gsaadvantage.gov

Solicitation: 2FYS-AP-94-0001-N FSC Group 75 Part II Section A

Office Products and Services and New Products Technology

Contract #GS-14F-0029M

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.gsaadvantage.gov

Contract period: 3/15/2002 through 3/15/2017

Contractor Name: Humanscale, 220 Circle Drive North, Piscataway, NJ 08854, Attn: Katie Miglin,

Ph: 732-537-2944 x1109, Fax: 303-858-9916, www.humanscale.com

Customer Information:

1. SIN #: 75-200

2. Maximum order: \$150,000

- 3. Minimum order: \$100
- 4. Geographic area: U.S.
- 5. Points of production: Piscataway, NJ, U.S.
- 6. Discount from list: see Price Guide
- 7. Quantity discounts: Additional discount available over certain dollar amount. Please see pricing on inside pages.
- 8. Prompt payment terms: none
- Government purchase cards are accepted below the micropurchase threshold
- 9b. Government purchase cards are accepted above the micropurchase threshold
- 10. No foreign items
- 11a. Delivery: 15 days destination
- 11b. No guaranteed expedited delivery
- 11c. No guaranteed overnight 2-day delivery
- 11d. No guaranteed urgent requirements
- 12. FOB: Destination

 Ordering address: Humanscale Corporation, 220 Circle Drive North, Piscataway, NJ 08854,

Attn: Order Entry

- 14. Payment address: 15815 Collections Center, Chicago, II 60693
- 15. Warranty: see Price Guide
- 16. Export charges: NA
- 17. No special terms and conditions on Government purchase

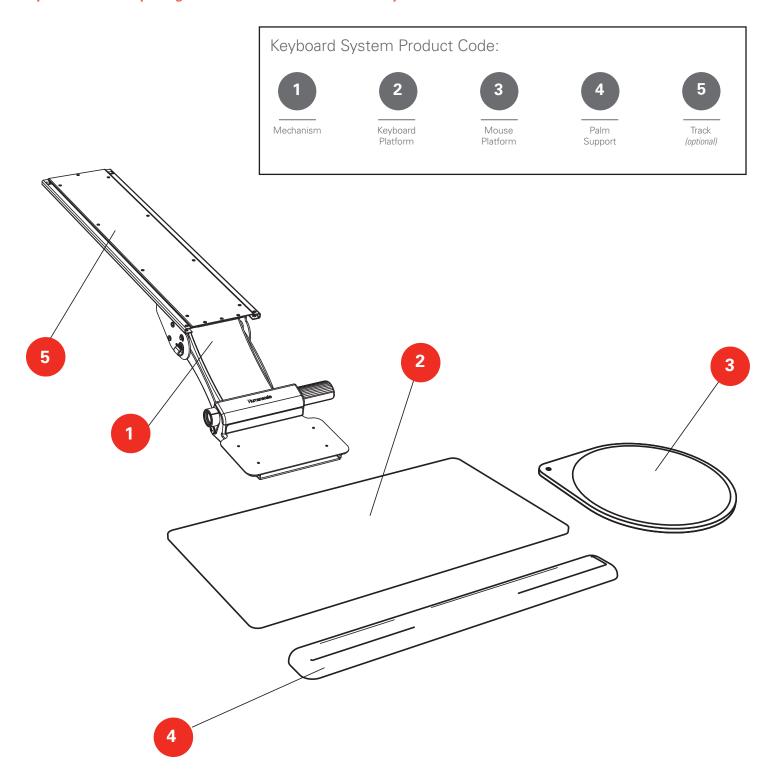
cards acceptance

- 18. Rental, maintenance & repair charges are NA
- 19. Terms and conditions of repair parts are NA see warranty
- 20. Service and Distribution points: NA
- 21. List of participating dealers: NA
- 22. Preventive maintenance: NA
- 23. Year 2000 compliant: NA
- 24. Environmental attributes: Humanscale is dedicated to producing environmentally friendly products
- 25. DUNS #: 15-350-0434
- 26. Notification in CCR:

Build-Your-Own Keyboard System

Choose from our many mechanisms, keyboard platforms, mouse platforms, palm rests and track lengths to configure your own customized keyboard system. Using the Keyboard System Product Code Key below and the component options listed on the following pages, you can build the product code for your own customized keyboard system.

All products must be fully configured to be eligible for GSA Schedule. Please consult a Humanscale representative for pricing and discounts on individual components.



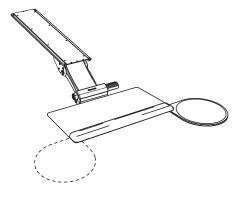
Best-Selling Keyboard Systems

Advanced technology, award winning designs, hundreds of options and the market leader for three years running. We pioneered intuitive adjustability and eliminated knee obstruction. And these "best sellers" remain several steps ahead of the pack

GSA DISCOUNT ON ALL KEYBOARD SYSTEMS

	DISCOUNT
FROM DOLLAR ONE \$1 - 50,000	
\$50,001 - 150,000	
\$150,001+	
4.00/00.	

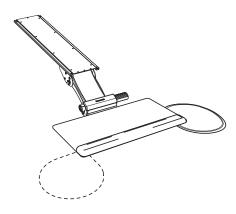
Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.



2G or 4G Mechanism Standard Platform 8" Swivel Mouse (Right or Dual) Synthetic Leather Palm Support (Gel or Foam Core)

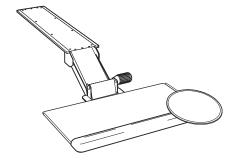
DISCOLINIT

Right/Gel	2G 900 11R G	\$390	4G 900 11R G	\$415
Dual/Gel	2G 900 11D G	\$435	4G 900 11D G	\$460
Right/Foam	2G 900 11R F	\$375	4G 900 11R F	\$400
Dual/Foam	2G 900 11D F	\$420	4G 900 11D F	\$445



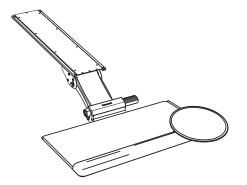
2G or 4G Mechanism Standard Platform M2 Mouse (Right or Dual) Synthetic Leather Palm Support (Gel or Foam Core)

Right/Gel	2G 900 81R G \$390	4G 900 81R G \$415
Dual/Gel	2G 900 81D G \$435	4G 900 81D G \$460
Right/Foam	2G 900 81R F \$375	4G 900 81R F \$400
Dual/Foam	2G 900 81D F \$420	4G 900 81D F \$445



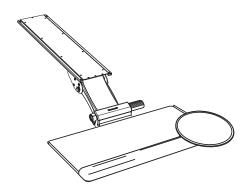
2G or 4G Mechanism Standard Platform 8" High Clip Mouse (Non Handed) Synthetic Leather Palm Support (Gel or Foam Core)

Gel	2G 900 90H G \$410	4G 900 90H G	\$435
Foam	2G 900 90H F \$395	4G 900 90H F	\$420



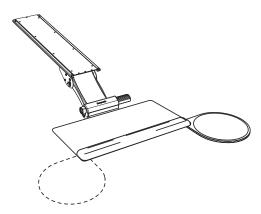
White 6G System Standard White 6GW Mechanism White 900 or 950 Platform White High Clip Mouse* (8.5" or 10" Mousing Surface) Gray Gel Mouse Pad Gray Synthetic Leather Gel Palm Support

Std6GW/8.5"	6GW 900 90H G	\$451
	6GW 950 90H G	\$451
Std 6GW/10"	6GW 900 91H G	\$451
	6GW 950 91H G	\$451



Clip Mouse System 6G Mechanism Standard 900 Platform High Clip Mouse (8.5" or 10" Mousing Surface) Synthetic Leather Palm Support (Gel or Foam) Standard Black color scheme

8.5"/GeI	6G 900 90H G	\$440
10"/Gel	6G 900 91H G	\$440
8.5"/Foam	6G 900 90H F	\$425
10"/Foam	6G 900 91H F	\$425



Swivel Mouse System
6G Mechanism
Standard 900 Platform
8" Swivel Mouse Right or Dual)
Synthetic Leather Palm Support (Gel or Foam)
Standard Black color scheme

Right/Gel	6G 900 11R G	\$420
Dual/Gel	6G 900 11D G	\$465
Right/Foam	6G 900 11R F	\$405
Dual/Foam	6G 900 11D F	\$450

^{*}Standard-height Clip Mouse also available for White 6G System.

GSA DISCOUNT ON ALL KEYBOARD SYSTEMS

DISCOUNT FROM DOLLAR ONE \$1 - 50,000 66.25% \$50,001 - 150,000 67.75% \$150,001+ NEGOTIABLE

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.



6G/6GW \$250

Humanscale's most advanced keyboard mechanism to date, the 6G provides intuitive ergonomic adjustability and unmatched styling.

7" height adjustment (1.75" above track to 5.25" below track) Comes standard with 21.625" track



4G \$245

The 4G offers all the advantages of the 2G, but with simple dial-a-tilt keyboard angle adjustability.

6 1/4" height adjustment (11/4" above track to 5" below track)



2G \$220

The 2G is the second-generation Freedom Arm with independent height and tilt adjustment and unmatched stability.

6 1/4" height adjustment (11/4" above track to 5" below track)



4GAD \$326

The 4G Above Desk mechanism provides 4G functionality with a longer arm for use above the work surface.

11.5" height adjustment (8.5" above track to 3" below track) Comes standard with 27" track



SM \$220

The Short mechanism provides 2G functionality with a shorter arm for small workstations and tight spaces.

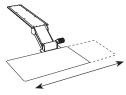
4" height adjustment (1/2" above track to 31/2" below track)



AD \$280

The Above Desk mechanism provides 2G functionality with a longer arm for use above the work surface.

9" height adjustment (5" above track to 4" below track)



Mechanism Accessory LS \$84

The Lateral Slider allows the platform to be adjusted left or right a total of 8" for optimal keyboard positioning. It can be ordered with any keyboard mechanism by indicating "LS" after the mechanism code (e.g., 2GLS).



DS \$330

The Double Swivel provides an additional pivot point for increased adjustability.

80° swivel at platform. 61/4" height adjustment (11/4" above track to 5" below track)



KM \$200

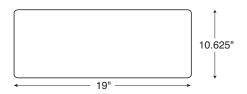
The Standard Pre-set Tilt Arm offers total knee clearance, knob-free adjustment and 0° tilt.

6 1/4" height adjustment (11/4" above track to 5" below track)



GSA DISCOUNT ON ALL KEYBOARD SYSTEMS

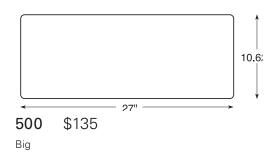
DISCOUNT FROM DOLLAR ONE \$1 - 50,000 ## 66.25% \$50,001 - 150,000 ## 67.75% \$150,001+ ## NEGOTIABLE Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.

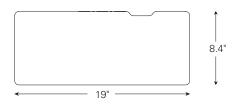


900 \$90 white \$97

Standard

Available in white with 6GW





950 \$97 white \$97

Standard Compact

Available in white with 6GW

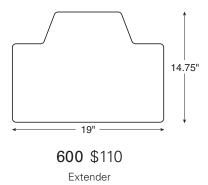


550 \$145

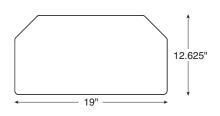
Big Compact

Comes with built-in mousing surface.

Not available with other mouse platform options.

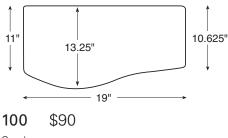


GSA DISCOUNT ON ALL KEYBOARD SYSTEMS

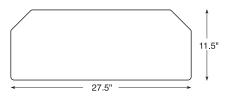


700 \$90

Diagonal

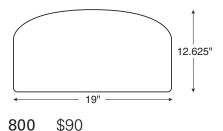


Combo

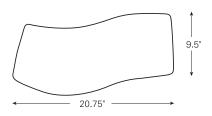


400 \$135

Diagonal Big



Radiused



300 \$97

Not available with a palm support



Mouse Platform Options

GSA DISCOUNT ON ALL KEYBOARD SYSTEMS

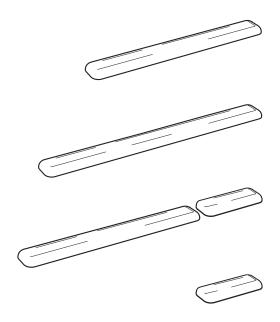
DISCOUNT \$150,001+......NEGOTIABLE

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.

8" Swivel Right 8" Swivel Left (not pictured)	Code 11R 11L	Price \$45 \$45	
8" Swivel Dual (not pictured)	11D	\$90	
10" Swivel Right 10" Swivel Left (not pictured) 10" Swivel Dual	12R 12L	\$45 \$45	
(not pictured)	12D	\$90	
M2 Right M2 Left M2 Dual	81R 81L 81D	\$45 \$45 \$90	
8.5" Clip 8.5" High Clip White Available in white with 6GW	90 90H	\$65 \$65 \$69	
10" Clip 10" High Clip White Available in white with 6GW	91 91H	\$65 \$65 \$69	

GSA DISCOUNT ON ALL KEYBOARD SYSTEMS DISCOUNT FROM DOLLAR ONE \$1 - 50,000 66.25% \$50,001 - 150,000 67.75% \$150,001+ NEGOTIABLE

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.



F G	19" Foam with synthetic leather cover 19" Gel with black or gray synthetic leather cover	\$20 \$35
F20 G20	20" Foam with synthetic leather cover 20" Gel with synthetic leather cover	\$21 \$38
F25 G25	25" Foam with synthetic leather cover 25" Gel with synthetic leather cover For 550 boards only	\$27 \$45
F27 G27	27" Foam with synthetic leather cover 27" Gel with Lycra knit cover For 400 and 500 boards only	\$25 \$40
FMP GMP	20" and 7" Foam with synthetic leather cover 20" and 7" Gel with synthetic leather cover For 400 and 500 boards only	\$30 \$45
MP7F MP7G	7" Foam with synthetic leather cover 7" Gel with synthetic leather cover	\$13 \$17

5 Track Options

All keyboard systems ship with track lengths noted on page 5. Please use the following codes to order a specific track for your system.



27	27" track	N/C
25	25" track	N/C
22	Standard 21.625" track	N/C
18	18" track	N/C
16	16" track	N/C
14	14" track	N/C
11	11" track	N/C

Keyboard System Accessories

Mouse Pads







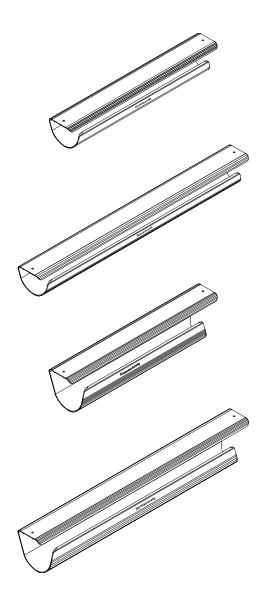
HSMP12TIPS 8" 12 Tips Ergo Mouse Pad	\$5
HSMP12TIPS10 9" 12 Tips Ergo Mouse Pad	\$6
CMPGEL8 8.5" Gel Mouse Pad For 90 or 90H Clip Mouse	\$26
CMPGEL 10" Gel Mouse Pad For 91 or 91H Clip Mouse	\$26
MPGEL8 8.5" Gel Mouse Pad	\$21
MPGEL10 10" Gel Mouse Pad	\$26

NeatLinks

GSA DISCOUNT ON ALL NEATLINKS SYSTEMS

FROM DOLLAR ONE \$1 - 50,000 59% \$50,001 - 150,000 61% \$150,001+ NEGOTIABLE

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.



NeatLinks - Small 17"

NL17SB (Black)	\$19
NL17SG (Gray)	\$19
Small 2.6" Diameter, 17" Length	

DISCOUNT

NeatLinks - Small 24"

NL24SB (Black)	\$21
NL24SG (Gray)	\$21
Small 2.6" Diameter, 24" Length	

NeatLinks – Large 17"

NL17LB (Black)	\$21
NL17LG (Gray)	\$21
Large 3.6" Diameter, 17" Length	

NeatLinks - Large 24"

NL24LB (Black)	\$23
NL24LG (Gray)	\$23
Large 3.6" Diameter, 24" Length	

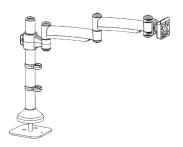
\$495

\$495

M7 Monitor Arms

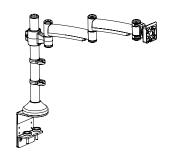
GSA DISCOUNT ON ALL MONITOR ARMS

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.



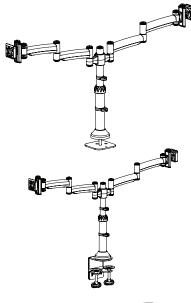
M7B1B9BTSL Black \$325 M7B1S9BTSL Silver \$325

B1 Bracket-Mounted Arm, Two M7 8" Folding Links, Bolt-Thru Mount with Slim Post.
Accommodates one monitor, up to 30lbs.



M7B1B9LCSL Black \$350 M7B1S9LCSL Silver \$350

B1 Bracket-Mounted Arm, Two M7 8" Folding Links, Two-Piece Low Profile Clamp Mount with Slim Post. Accommodates one monitor, up to 30lbs.



M7B2B99BTSL Black M7B2S99BTSL Silver

B2 Bracket-Mounted Arms, Two M7 8" Folding Links for each arm, Bolt-Thru mount with Slim Post. Accommodates two monitors, up to 30lbs each.

 M7B2B99LCSL Black
 \$520

 M7B2S99LCSL Silver
 \$520

B2 Bracket-Mounted Arms, Two M7 8" Folding Links for each arm, Two-Piece Low Profile Clamp Mount with Slim Post. Accommodates two monitors, up to 30lbs each.



UFEA-S** \$125

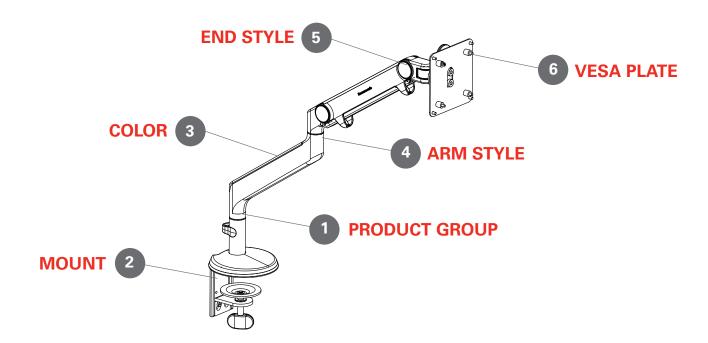
Universal Front - End Adjuster

^{**} Note: GSA pricing is only applicable if the UFEA-S is purchased as part of the M7 configuration.

Build Your M8 Product Code

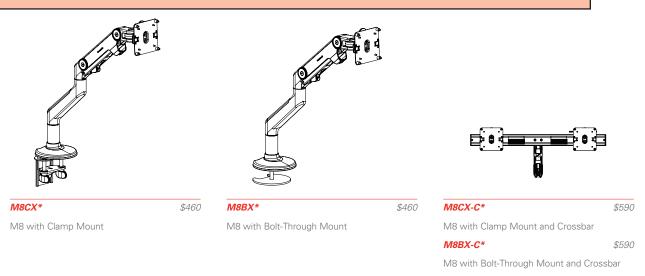
To determine the list price for your monitor arm solution, identify your choice for each component and build the product code as shown below. Add the prices for all the options selected.





M8 Common Configurations

GSA DISCOUNT ON M8 MONITOR ARMS



^{*}X denotes color. Substitute S for Silver with Gray trim.

All products must be fully configured to be eligible for GSA Schedule. Please consult a Humanscale representative for pricing and disocunts on individual components.

M8 Component Pricing Chart

COMPONENT	CODE	DESCRIPTION	LIST PRICE
1 PRODUCT GROUP	M8	M8 Monitor Arm	M8
2 MOUNT	С В S Н	Two-Piece Clamp Mount with Base Bolt-Through Mount with Base Universal Slatwall Mount Direct Hardwall Mount	100 100 100 100
3 COLOR	S	Silver with GrayTrim	0
4 ARM STYLE	1 2	Fixed Angled Link/Dynamic Link Fixed Straight Link/Dynamic Link	360 360
5 END STYLE	S	Standard Ball Joint only	0
6 VESA PLATE	-	Standard 100mm x 100mm (also used for 75mm x 75mm)	0
7 INDIVIDUAL PACKAGING	- IND	Standard bulk packaging for orders of 3 or more units Individual Packaging for all units in an order	0 10**

¹ Supports one or two monitors up to a total of 42 lbs.

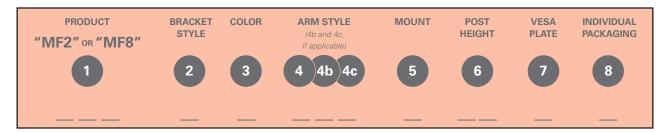
M8 Accessories Pricing Chart*

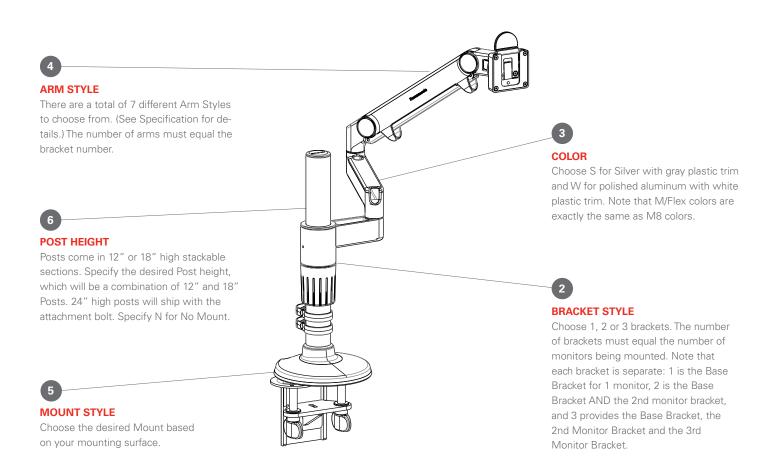
COMPONENT	CODE	DESCRIPTION	LIST PRICE
Front-End Adjuster	UFEA-S-M81	Universal Front-End Adjuster for M2 and M8 - Silver	\$125

^{*} Note: GSA pricing is only applicable if the UFEA-S-M8 is purchased as part of the M8 configuration

Build Your M/Flex Product Code

To determine the list price for your monitor arm solution, identify your choice for each component and build the product code as shown below. Add the prices for all the options selected.





M/Flex Component Pricing Chart

GSA DISCOUNT ON M/FLEX MONITOR ARMS

All products must be fully configured to be eligible for GSA Schedule. Please consult a Humanscale representative for pricing and disocunts on individual components.

	COMPONENT	CODE	DESCRIPTION	LIST PRICE
1	PRODUCT GROUP	MF2	M/Flex for M2 Arms	M2
2	BRACKET	1	Base Bracket for 1 Monitor	\$50
	Specify # of Brackets	2	Brackets for 2 Monitors	100
	Equals # of Monitors	3	Brackets for 3 Monitors	140
3	COLOR	S	Silver with Gray Trim	0
		W	Polished Aluminum with White Trim	0
4	ARM CONFIGURATION	0	Ball Joint Turret	50
	# of Arms must equal the # of	1	Fixed Angled Link/Dynamic Link	225
	Brackets For multiple, specify	2	Straight Link/Dynamic Link	225
	from left to right	3	Straight Link/Straight Link	135
5	MOUNT	С	Clamp Mount	90
		В	Bolt-Thru Mount	50
6	POST HEIGHT	12	12" High Post	40
		18	18" High Post	70
		24	24" High Post (Two 12" High Stackable Posts)	80
7	VESA PLATE	-	Standard 100mm x 100mm (also used for 75mm x 75mm)	0
8	INDIVIDUAL PACKAGING		Standard bulk packaging for orders of 3 or more	0

Ergonomic Accessories

GSA DISCOUNT ON CPU HOLDER

CPU Holders



CPU600 (Black)
CPU600W (White)

\$168 \$168

Fits CPUs 3.5" to 9" wide by 12" to 20" high Max CPU Weight: 50 lbs.

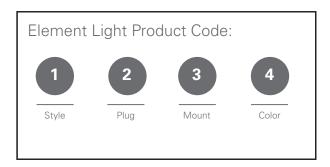
Installed Dimensions: 7" or CPU Width + 1.7" (whichever is greater), CPU Height + 3.6"

Build-Your-Own Vision Light

GSA DISCOUNT ON THE VISION LIGHT

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.

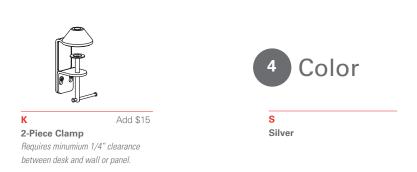
To create the product code for your Vision Light, simply choose your preferred style, plug, mount, and color, and combine the respective codes for each.











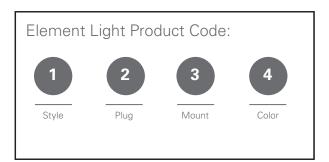
Build-Your-Own Element Light

GSA DISCOUNT ON THE ELEMENT LIGHT

\$150,001+......NEGOTIABLE

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.

To create the product code for your Element Light, simply choose your preferred style, plug, mount, and color, and combine the respective codes for each.



Element Light Replacement Parts (if purchased separately) **ELEMENT LIGHT MOUNTS Element Desktop Base ELBS** (silver) Clamp For grommet or edge mount **DLCS** (silver) \$35 2-Piece Clamp For edge mount **DLKS** (silver) \$50 Universal Slatwall DLSS (silver) \$35 **Grommet Cover DLGC** (black) \$10 For use with Clamp Mount C

Note: All Silver lights ship with Silver mounts.





North America





Add \$4 Universal

(4 Interchangeable plugs)





Element Desktop Base



2-Piece Clamp Requires minumium 1/4" clearance between desk and wall or panel.



С Clamp For grommet or edge mount. Fits surfaces up to 2" thick and grommet

holes 2" or more in diameter.



Universal Slatwall Adjusts to fit most standard slatwalls.



Clamp with Grommet Cover For grommet holes 2" - 3.25" in diameter.



Build-Your-Own Diffrient Light

GSA DISCOUNT ON THE DIFFRIENT LIGHT

Note: All prices are list. Use applicable GSA discount to calculate GSA pricing.

Work Light II

To create the product code for your Diffrient Light, simply choose your preferred style, mount, color and lamp, and combine the respective codes for each.











Add \$90

Diffrient Desktop Base 9" diameter



C

For grommet or edge mount. Fits surfaces up to 2" thick and grommet holes 2" or more in diameter.



Clamp with Grommet Cover

For grommet holes 2" – 3.25" in diameter.



Add \$15

2-Piece ClampRequires minumium 1/4" clearance
between desk and wall or panel.



Universal Slatwall
Adjusts to fit most standard
slatwalls.



8

Silver



- DIFFRIENT WORK LIGHT II -(DX SERIES)

18W, 3500K, E26 socket (standard)

N/C

Humanscale and the Environment

	RECYCLED MATERIALS			
Product	Recycled Content	Recyclable Content	LEED Recycled Content Post-Consumer +1/2 Pre-Consumer	
Diffrient Task and Work Light with Base	90% recycled (63% Post-Consumer, 27% Pre-Consumer)	90% recyclable	77%	
Diffrient Technology Light	38% recycled (13% Post-Consumer, 25% Pre-Consumer)	98% recyclable	26%	
Element Light, Element 790	81% recycled (55% Post-Consumer, 26% Pre-Consumer)	99% recyclable	68%	
Tolomeo Light	77% recycled (40% Post-Consumer, 27% Pre-Consumer)	87% recyclable	52%	
Freedom Chair	62% recycled (43% Post-Consumer, 19% Pre-Consumer)	90% recyclable	53%	
Freedom Saddle/ Pony Saddle	59% recycled (41% Post-Consumer, 18% Pre-Consumer)	90% recyclable	50%	
Liberty Chair	54% recycled (32% Post-Consumer, 22% Pre-Consumer)	93% recyclable	43%	
Liberty Side Chair	85% recycled (49% Post-Consumer, 36% Pre-Consumer)	93% recyclable	67%	
Cinto chair	26% recycled (15% Post-Consumer, 11% Pre-Consumer)	100% recyclable	21%	
Diffrient World Chair	34% recycled (10% Post-Consumer, 24% Pre-Consumer)	97% recyclable	22%	
M2 Monitor Arm	52% recycled (46% Post-Consumer, 6% Pre-Consumer)	99% recyclable	49%	
M8 Monitor Arm	62% recycled (43% Post-Consumer, 19% Pre-Consumer)	99% recyclable	53%	
M7 Monitor Arm	90% recycled (63% Post-Consumer, 27% Pre-Consumer)	100% recyclable	77%	
M4 Monitor Arm	67% recycled (47% Post-Consumer, 20% Pre-Consumer)	100% recyclable	57%	
Paramount	48% recycled (33% Post-Consumer, 15% Pre-Consumer)	99% recyclable	41%	
Access Rail	98% recycled (70% Post-Consumer, 28% Pre-Consumer)	100% recyclable	84%	
Keyboard Systems	25% recycled (15% Post-Consumer, 10% Pre-Consumer)	80% recyclable	20%	
CPU600, CPU200	51% recycled (34% Post-Consumer, 17% Pre-Consumer)	99% recyclable	43%	
CPU555, CPU450, CPU300, CPU Dolly	30% recycled (21% Post-Consumer, 9% Pre-Consumer)	90% recyclable	26%	
NeatLinks	50% recycled (50% Post-Consumer, 0% Pre-Consumer)	100% recyclable	50%	
L6	30% recycled (23% Post-Consumer, 7% Pre-Consumer)	90% recyclable	27%	

Humanscale Terms and Conditions

THE FOLLOWING TERMS & CONDITIONS APPLY TO ALL HUMANSCALE PRODUCTS.

TERMS OF PAYMENT

Upon approved credit, terms of payment are net 30 from date of shipment. Deposits may be required for large or custom orders. The processing of orders and/or shipment of orders placed may be delayed if the deposit is not received with the order or if customer's account is in "Past Due" status.

CREDIT POLICY

All customers of Humanscale must complete a credit application, with current information, which must be signed by an owner or officer. A line of credit may be set by our Credit Department, however the basis for the line of credit may be changed or cancelled at our discretion and advance payment may be required. Any unpaid balance, upon which payments are not made according to the terms governing the sale, will be considered "Past Due" and will increase by a maximum of 2% per month, without forfeit of Humanscale's right to payment.

Any customer who has failed to pay for goods delivered or services rendered in a timely manner shall be liable for all fees, expenses, disbursements, and charges (including all legal costs) incurred by Humanscale in collecting monies owed, as well as interest (at 24% per annum).

PURCHASE ORDERS

Purchase orders must include the following: "Bill To" and "Ship To" information—Company Name (Ship To company may be end user or installation company), Address, Telephone, Fax, Contact Person; End User Company Name; Requested Ship Date; Purchase Order Number; Special Delivery, Shipping and Packing Instructions (if applicable); Proper Discount Off Current List Price, Product Quantities and Full Model Numbers; and Total (List/Net).

ORDER CHANGES & CANCELLATIONS

All changes to or cancellations of orders placed with Humanscale must be in writing and sent to Customer Service. Orders may be changed or cancelled without penalty if Humanscale is notified at least two (2) weeks before the scheduled ship date for standard orders (under 250 units), or at least three (3) weeks before the scheduled ship date for large orders (250 units or more). Order changes or cancellations made less than two (2) weeks before the scheduled ship date for standard orders or less than three (3) weeks before the scheduled ship date for large orders will incur a minimum change/cancellation fee of 10% of net. Irrespective of when notified, changes or cancellations are not binding upon Humanscale until Humanscale issues a written acknowledgment of the change or cancellation. Order changes are defined as the deletion of line items; changes in style, color, quantity or requested ship date; or ship-to address changes. Order changes that result in a quantity reduction may be subject to an additional small order fee or adjustment in pricing. Under no

circumstances will changes or cancellations be accepted on any custom fabric, special order or custom product orders.

TAXES

Humanscale list prices do not include sales tax. Customer is responsible to remit all such tax. Humanscale requires a State Resale/Exemption Certification to be on file at its main office. Sales made without said Certificate will be charged the appropriate sales tax.

- 1. Note damage on the delivery receipt at time of delivery.
- 2. Refuse product at time of delivery.
- Contact Humanscale Customer Service within 24 hours of the attempted delivery and advise them of the damage.
- Enter a chargeable replacement order, credit will be issued after the disposition of damaged product is determined.

CONCEALED DAMAGE/LOSS

If customer determines that there is internal damage not visible at time of delivery, customer will retain all packaging materials and take the following action steps within fifteen (15) calendar days from the date of delivery:

- 1. Request inspection by calling local freight carrier to report damage.
- 2. Retain merchandise in the original box.
- 3. Call your Humanscale Customer Service agent to provide order and product information.
- 4. Get a copy of the inspection report from carrier.
- Enter a chargeable replacement order; credit will be issued after the disposition of damaged product is determined.

STORAGE

If a customer is unable to accept a scheduled product delivery, Humanscale, if notified in writing after product assembly and prior to the scheduled ship date, will store the product at customer's expense. Humanscale shall invoice customer for the product and monthly Storage Fees.

Storage Fees will be 1% of the net order value per month or actual storage costs—whichever is greater. Storage Fees are calculated with a one-month minimum and will not be pro-rated. If customer is unable to accept a scheduled product upon delivery, customer shall be responsible for placing the product in storage and bears the risk of loss. However, payment of the balance due is per Humanscale's Terms of Payment.

RETURN AUTHORIZATIONS & REFUSALS

All returned and non-damaged refused orders are subject to a five percent (5%) restocking fee. Seating and special order returns will not be accepted. Customer must request a Return Authorization through the Humanscale Customer Service Department within 45 days of product receipt to return any product. If Humanscale agrees to restock the product, customer must return it freight prepaid to Humanscale, F.O.B., to the original shipping point or as otherwise instructed by Humanscale Customer Service. If product is returned without a Return Authorization, Humanscale will notify customer of the unauthorized return and customer must provide instructions for its disposition within one week thereafter. Failure of customer to respond within one week will result in Humanscale's right to dispose of the product with no credit. Return Authorizations expire sixty (60) days after the date of issue. If the returned product is not in resalable condition, customer will not receive credit for the return. Customer must promptly provide a purchase order or other acceptance of fees/credit reduction as required.

WARRANTY

THE FOLLOWING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OF TRADE.

Humanscale offers the following warranties on its products:

PRODUCT	WARRANTY
Customer's Own Material (COM, COL)	No Warranty
CFL Light Bulbs	1 Year, Single-Shift Warranty
Switch Mouse	1 Year, 24/7 Warranty
Artemide Tolomeo Light	2 Years, 24/7 Warranty
Diffrient Light	5 Years, 24/7 Warranty
Fabric/Cushions/Arm Pads	5 Years, Single-Shift Warranty
Element Light, Including Light Source	10 Years, 24/7 Warranty
M4, M7 & M8 Monitor Arms with Gas Cylinder Components	10 Years, 24/7 Warranty
All seating and other products detailed in a current Humanscale Price Guide, unless otherwise specified	15 Years, 24/7 Warranty
All other products NOT detailed in a current Humanscale Price Guide	Varies; consult your Humanscale representative for details

This Warranty is applicable to the initial purchaser only and is non-transferable. If products are procured through authorized Humanscale Dealerships, the end-user customer must be registered with Humanscale for the warranty to be in effect. Humanscale warrants that, at the time of customer's receipt, the product will be in good working order and will be free from defects in material and workmanship. This Warranty does not apply to normal wear and tear or damage caused by accident, neglect, misuse or improper installation or operation. Humanscale will not be responsible for damage due to service, maintenance, modifications or tampering by anyone other than a Humanscale authorized representative. In the event a product is defective and Humanscale, at its option, will either repair or replace the defective product. This Warranty does not cover damage caused by a carrier or transportation of the product from one location to another, or alterations made by owner.

LIMITATION OF LIABILITY

Purchaser's remedies set forth herein are exclusive and the liability of Humanscale with respect to the breach of this agreement or any contract entered into between the parties pursuant hereto shall not exceed the price of the product or part on which such liability is based. In no event will Humanscale be liable to purchasers for any special, collateral, incidental or consequential damages however caused, whether by Humanscale's negligence or otherwise.

The remedies provided above are the purchaser's sole remedies for any failure of Humanscale to comply with its obligations regarding the workmanship of its products. Correction of any nonconformity in the manner and for the period of time provided shall constitute complete fulfillment of all liabilities of Humanscale, with respect to or arising out of the product furnished hereunder.

PRICES

All discounts and list prices are subject to change without notice. Prices are those in effect at the time of order entry. If the requested shipment date is more than 90 days after the order date, Humanscale reserves the right to price said order based on the published list price as of the shipment date.

SMALL ORDER FEE

A 3% small order fee applies to all invoiceable orders of \$1,500 net or less, including billable replacement parts, regardless of product category.

SHIPPING AND DELIVERY

All Humanscale orders are acknowledged with a promise date (scheduled ship date) based on the product with the longest lead time. Large orders may increase standard lead times. Standard shipping charges will be billed to customer. Custom platform orders require 4 to 6 weeks.

Seating orders, unless otherwise specified, will ship 4 to 6 weeks from the date of order. Unless otherwise contractually specified, Diffrient World, Freedom and Liberty chairs will ship with the base and frame disassembled. Chairs can be easily assembled in seconds without use of tools. Blanket-wrapped shipping is available for full truckloads of 200 or more Diffrient World, Freedom or Liberty Task and Conference chairs. Consult your Humanscale representative for blanket-wrapped shipping requirement for Cinto and the Liberty Side chair.

Ship Sets: All products ordered on a single purchase order will be delivered together in a single ship set. To break a ship set, customers must indicate "Ship as Available" on the purchase order. Upon request, customer accounts may be defaulted to ship all orders on an as-available basis.

Shipping Instructions: Humanscale will attempt to accommodate basic shipping instructions, such as "call ahead" or "deliver before 12:00 p.m.," if clearly identified on the purchase order as "Shipping Instructions."

Packing Instructions: Humanscale will attempt to accommodate basic packing instructions for internal delivery of specific items on an order, such as "Deliver to Joe Smith" or "Deliver to cube #218," if clearly identified on the purchase order as "Packing Instructions."

DELIVERY SHORTAGES

Product shortages must be noted at the time of delivery and reported to the carrier for correction. Claims against Humanscale for shortages, errors, etc., must be made in writing and within three (3) days of the date of delivery or customer waives its right to make such a claim.

FREIGHT CLAIMS

Humanscale will file all F.O.B. destination claims. In order to receive credit, customer agrees to cooperate and assist in the procedures set out by the carrier and Humanscale.

EXTERNAL DAMAGE

If the shipping container shows any external damage, customer is instructed to refuse the product at time of delivery. If it is a multiple piece shipment, customer may refuse only the damaged items. Humanscale will not issue full credit for returned product unless customer takes the following action steps: